

**CITY OF REDMOND ARTS COMMISSION**  
**MINUTES**  
**July 13, 2006**  
**Redmond Senior Center**

*"Voice the views of the community to Mayor and City Council in reference to all cultural endeavors"*

**COMMISSIONERS PRESENT:** Chairperson Roy Leban (arrived 6:13), Jill Krusinski, Eva Moon, John Stilin, Latha Sambamurti, Kay Tarapolsi

**ABSENT AND EXCUSED:** Vice Chair Tom Flynn, Lisa Shine, Kamal Siegel

**STAFF PRESENT:** Melna Skillingstead, Arts Administrator; Sandra Bettencourt, Recreation Division Manager; Debra Churchill, Recreation Program Manager; Dorie Lysaght, Arts Administrative Assistant; Sergey Smirnov, Recording Secretary

**GUESTS PRESENT:** Jill Schmidt

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**AGENDA**

**Note: Bold/italic text denotes Staff and Commissioner follow-up resulting from this meeting.**

**I. CALL TO ORDER**

In the absence of the Chair and Vice chair, past vice chair Commissioner Kay Tarapolsi called to order the regular meeting of the Redmond Arts Commission (RAC) at 6:07 p.m. at the Redmond Senior Center.

**II. APPROVAL OF MINUTES**

The Redmond Arts Commission (RAC) minutes of June 8, 2006 were approved as submitted.

**Motion for approval of the RAC minutes of June 8, 2006 as submitted by:** Commissioner Krusinski  
**Second by:** Commissioner Moon  
**Motion carried:** 5-0 unanimous

**III. ADDITIONS TO AGENDA**

V. General RAC Business:

- D. Introduce new Recording Secretary
- E. Introduce new Section Manager

V.II. Performing / Literary Arts:

- A. Grand Derby Days Parade Award

#### **IV. ITEMS FROM THE AUDIENCE**

Former Commissioner Jill Schmidt presented the RAC Handbook Proposal to the Commission. The new Handbook will be organized and produced in several modules. Each module will cover one aspect of the RAC process and will only be distributed as needed. Each module will be in a 3-ring binder for RAC and staff to easily update when necessary. The Handbook will be kept at all RAC meeting for easy reference.

While the City of Redmond staff, former Commissioner Heidi Houghton and Schmidt are working on the revision, Schmidt appealed to the Commissioners to get involved in the process. She invited the new Commissioners to offer new perspectives on the Handbook. Commissioner Jill Krusinski will be the contact for the Handbook Committee.

#### **V. GENERAL RAC BUSINESS**

##### **A. Chair Report**

Chairperson Roy Leban announced the opportunity to see some of his work in the movie *Wordplay*.

##### **B. Web update & committee**

Melna Skillingstead reported that a new Redmond Arts website design was in progress. The new design will be sent out to Commissioners in the next couple of weeks to review and evaluate for layout, possible changes, additions and other revisions. Skillingstead invited new Commissioners to participate on the Web Update Committee.

##### **C. Budget Balance Sheet**

Skillingstead and Commissioner Stilin described the revision of the budget balance sheet format. The new layout improved usability and consistency. The balance sheet will be reviewed quarterly or as needed for particular issues.

##### **D. Introduce New Recording Secretary**

Skillingstead introduced Sergey Smirnov as the new Recording Secretary for the Redmond Arts Commission.

## **E. Introduce New Section Manager**

Sandra Bettencourt introduced Debra Churchill as the new Section Manager for the Arts Commission. Churchill expressed her enthusiasm for her new role and her prior experience in the Redmond Parks and Recreation Department, arts, and marketing.

## **VI. ARTS EDUCATION GRANT**

### **A. Grant Recommendation: SecondStory Repertory**

Commissioner Tarapolsi presented the SecondStory Repertory Arts Education Grant Recommendation. Commissioner Stilin, new member of the Grants Committee, commented on the organization's outstanding qualifications to receive the grant.

**Motion to award SecondStory Repertory \$1500.00 for an Arts Education Grant by:** Commissioner Tarapolsi.

**Second by:** Commissioner Stilin.

**Motion carried:** 6-0 unanimous

## **VII. PERFORMING ARTS/ LITERARY ARTS**

### **A. Grand Derby Days Award**

Commissioner Sambamurti announced that the RAC received the Grand Derby Days Award for the entry of Northwest Junior Pipe Band in the Derby Days Parade. Churchill recommended producing an award certificate and in order to present it to the artists and possibly include in the FOCUS magazine.

## **VIII. VISUAL ARTS**

No report due to no June meeting of the Visual Arts Committee.

## **IX. GENERAL NEW BUSINESS**

### **A. Tourism**

Churchill reported on the previous successes with the Redmond tourism program. However, because of the difficulty of grant deadlines coinciding with the bi-annual budget long-term budgeting proved difficult. The new process allocated a certain percentage of the Tourism Fund to City Events and Arts activities. Staff is responsible for submitting a yearly proposal to the tourism advisory for approval. Current Arts programs that receive tourism funding are Arts in the Parks, Winter Performance Series and Redmond Outdoor Sculpture exhibit. Churchill's goals are to create a written process for getting RAC and Special Event Committees input, form a collaborative strategic plan for Special Events and Arts, and connect the Hotel Advisory Board with the Arts programs. Churchill stated she will invite the

Commissioners individually to the Tourism Committee meetings during the 2007 year.

**X. MOTION TO ADJOURN**

**Motion to adjourn by:** Commissioner Tarapolsi.

**Second by:** Commissioner Stilin.

**Motion carried:** 6-0 unanimous

The meeting adjourned at 6:38 p.m.

Minutes prepared by Recording Secretary, Sergey Smirnov.

**NEXT REDMOND ARTS COMMISSION MEETING:**

**August 10, 2006**

**Old Redmond School House Community Center**

**7:00 p.m.**

# Redmond Arts Commission

**Meeting: June 8, 2006**

## **Audience Present**

*Please note: Information provided at this public meeting becomes part of the City's permanent record.*

NAME	ADDRESS	PHONE
Jill Schmidt	18518 NE 25 St, Redmond	425-641-2533